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West Virginia District Office Home Page:  
[www.sba.gov/wv](http://www.sba.gov/wv)

West Virginia Calendar of Events:  
<http://app1.sba.gov/calendar/states/calendar.cfm?op=group&grp=72>

**In this issue:**

District Director Message	page 1
2005 Quality Circle	page 2
Online Loan Training	page 3
504 Loan Program	page 3
SBA Loan Program Changes	page 4
Lender Lunch & Learn	page 4
Resource Guides	page 4
Small Business Week 2005	page 4

**For More Information**

- SBA Answer Desk:  
1-800 U ASK SBA
- Fax: 202-205-7064
- E-mail: [answerdesk@sba.gov](mailto:answerdesk@sba.gov)
- TDD: 704-344-6640
- Your rights to regulatory fairness:  
1-888-REG-FAIR
- SBA Home Page: [www.sba.gov](http://www.sba.gov)

*All of the SBA's programs and services are provided to the public on a nondiscriminatory basis.*

## ***MESSAGE FROM WEST VIRGINIA DISTRICT DIRECTOR JUDY K. MCCAULEY***



In our previous newsletter I discussed the emphasis and committed effort the West Virginia District Office is making to train, educate and work with our partners to provide assistance to enhance the economic development of West Virginia. I again want to stress the importance of our training programs and our dedication to providing the small business community with information on some outstanding training opportunities.

The premier small business lending conference in the entire Northeast is being held at Seven Springs Resort in Champion, PA on March 10 and 11. The conference is an excellent opportunity for both potential and seasoned SBA lenders to gain a greater knowledge of SBA's loan programs, as well as other important business related lending topics. Cost for the entire conference is only \$135, but hurry as room reservations at the resort are only guaranteed until **February 6!** (See page 2 for more details).

We are also joining with the Small Business Development Centers throughout the state to bring training to your community at no cost. The "Lender Lunch & Learn" sessions are designed to address recent changes in SBA loan programs and provide a general overview of all SBA lending programs including 504 and 7(a). Information is also on SBDC assistance. For a listing of locations and dates, see the Lender Lunch & Learn article on page 4.

The WVDO and our resource partners are committed to providing lenders with hands-on assistance to make SBA lending profitable for the institution. Our staff is available to come to your facility and sit down with any lender for one-on-one assistance. The SBDCs in our district also provide loan packaging services using the TSoft software program. We are here and available to help you anyway we can. Just pick up the phone and give us a call!

# 2005 REGIONAL QUALITY CIRCLE

## Small Business Lending Conference

### Seven Springs Mountain Resort

### March 10 & 11, 2005

Once again, the Western PA Association of SBA Guaranteed Lenders (WPASGL) welcomes all lenders and resource partners in the Eastern Region to return to the mountains for Quality Circle 2005! This year's Quality Circle will be held at Seven Springs Mountain Resort on Thursday & Friday, March 10 & 11, 2005.

QC2005 is the premier small business lending conference in Pennsylvania and the entire Eastern region. Quality Circle 2004 drew over 300 lenders and resource partners from around the region, and this year's program is expected to be better than ever. In today's economy, knowledge of SBA's loan programs and other credit risk mitigation tools are more important than ever, and Quality Circle has been designed to provide intensive training to both new and seasoned SBA lenders in a fun atmosphere.

This year's program will bring back some old favorites from the past several years and offer a number of new seminars and discussion topics as well. The Quality Circle offers programs of interest to both novice and experienced SBA lenders and also includes numerous programs of interest to our non-lending resource partners and service providers as well.

For new SBA lenders and resource partners, the popular introductory session entitled *SBA Lending 101* has now been split into two parts, covering the basic eligibility and underwriting parameters of SBA lending programs in *101*, and focusing on program delivery methods like LowDoc, SBA Express, and Caplines and new policy changes in *102*. Other planned SBA lending related breakout sessions and discussion topics include an entire track of classes devoted to those new to the SBA lending process, a track dedicated to successfully utilizing the SBA 504 program, a track focusing on understanding SBA documentation, and a track on understanding SBA's short term working capital programs.

The conference will also expand its breadth of program offerings again this year to include topics of general interest to commercial lenders and resource partners, including *The State of State Financing in PA*, *Disaster Planning & Business Recovery?*, *The Quirks of Quickbooks*, *Buying Into Business Acquisition Financing*, and *a Secondary Consideration*.

This year's event will also bring back the popular Resource Fair for SBA and traditional lending resources and vendors to discuss their products and services available to conference participants during Thursday's luncheon program. The WPASGL will again host the now famous (or infamous!) lenders' party in the Matterhorn Lounge on Thursday evening



for all Quality Circle attendees, featuring live entertainment.

Please join us for two days of training, education, interaction, networking, and FUN in the mountains! Seven Springs Mountain Resort is known as one of the best ski resorts in Pennsylvania, offering comfortable accommodations, and a myriad of recreational opportunities.

Overnight accommodations can be made by contacting the resort at (800) 452-2223 (**Please be sure to indicate that you are with the Guaranteed Lenders' conference**). Due to the limited number of rooms available during the ski season, **PLEASE MAKE YOUR ROOM RESERVATIONS ASAP; DON'T WAIT OR YOU MAY MISS OUT!** Rooms will only be guaranteed until February 6<sup>th</sup>. Lodging rates for conference attendees are as follows:

**\$98.00 per person, per night, single occupancy**

**\$73.00 per person, per night, double occupancy**

Please note that a \$75.00 deposit is required per room to guarantee your reservation. Overflow accommodations may be made by contacting the Days Inn Donegal at (724) 593-7536, the Days Inn Somerset at (814) 445-9200, or the Log Cabin Motel in Donegal at (724) 593-8200. Casual dress is suggested.

Participants must register for the conference by February 28. Registration for the entire conference is only \$135.



## 10<sup>th</sup> Annual 2005 Quality Circle Registration

Registration and payment must be received by February 28, 2005

Name: \_\_\_\_\_

Institution: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

**WPASGL membership is by individual and not institution. The 2005 membership renewals are part of the conference registration form. If you chose not to renew or join WPASGL, submit the nonmember fee. For questions in regard to membership or to renew your membership only, please contact Michele Bush by email at [mbush@nittanybank.com](mailto:mbush@nittanybank.com).**

**Quality Circle Packages** Please check the package that best suits your needs.

I will attend all Quality Circle Programs (both days) – *includes all activities for both days!*

\_\_\_\_\_ \$145.00 WPASGL Member Package (includes \$120 Conference Registration & \$25 WPASGL Annual Dues)

\_\_\_\_\_ \$135.00 NonMember Package (\$135 Conference Registration Only)

I will attend only the Thursday, March 10 Session (one day package).

*includes Thursday, March 10 day & evening activities (Refreshments, breakout sessions, Resource Fair Luncheon, Lender's party, discounted lift tickets)*

\_\_\_\_\_ \$105.00 WPASGL Member Package (includes \$80 Conference Registration & \$25 WPASGL Annual Dues)

\_\_\_\_\_ \$95.00 NonMember Package (\$95 Conference Registration Only)

I will attend only the Friday, March 11 Session (one day package).

*includes Friday, March 11 activities (Refreshments, breakout sessions, lunch, awards presentation, door prizes, discounted lift tickets)*

\_\_\_\_\_ \$95.00 WPASGL Member Package (includes \$70 Conference Registration & \$25 WPASGL Annual Dues)

\_\_\_\_\_ \$85.00 NonMember Package (\$85 Conference Registration Only)

**\*\*\*Note: Please make checks for Quality Circle packages payable to "Western Pa. Assoc. of SBA Guaranteed Lenders" and remit with registration form to: WPASGL, c/o Vicki Steinbugl, 1000 Ashbury Lane, Duncansville, PA 16635. Questions, contact Vicki Steinbugl at (814)696-0742, Fax (814)693-1903 or by e-mail [v4713@aol.com](mailto:v4713@aol.com). Registrations are not considered received and final until payment is made.**

*Credit Card payments for registrations can be made only through the WPASGL website at [www.wpasgl.org](http://www.wpasgl.org). Additional copies of this registration package can also be downloaded from the website.*

Overnight accommodations can be made by contacting Seven Springs Mountain Resort at (800)452-2223. **Please be sure to indicate that you are with the Guaranteed Lenders' conference.** Because of the limited number of rooms available during the ski season, **PLEASE MAKE YOUR ROOM RESERVATIONS IMMEDIATELY. DON'T WAIT OR YOU MAY MISS OUT! Rooms are only guaranteed until February 6<sup>th</sup>.** Lodging rates for conference attendees are as follows:

**\$98.00 per person, per night, single occupancy**

**\$73.00 per person, per night, double occupancy**

A deposit is required per room to guarantee your reservation. Overflow accommodations can be made by contacting the Days Inn Donegal at (724)593-7536, Days Inn Somerset at (814)445-9200 or Log Cabin Motel in Donegal at (724)593-8200.

## 10<sup>th</sup> Annual 2005 Quality Circle Registration (Cont.)

Name of Attendee: \_\_\_\_\_

Specific workshops and breakout sessions will be offered on Thursday, March 10 and Friday, March 11. In line with our skiing theme, our Novice Track workshops will be geared toward new SBA lenders or those experienced SBA lenders who want to brush up on their SBA lending skills. Our intermediate slope will provide information on specific SBA programs that are most often misunderstood and underutilized. Our cross country courses will provide timely topics of interest in small business lending today and covers topics not necessarily related to SBA lending but valuable to all lenders and credit risk professionals. Attendees, however, are not limited to a specific Track and are encouraged to choose any number of breakouts in any and all Tracks. Please note, however, that several sessions are being offered concurrently, so plan your time wisely or bring a co-worker to ensure that your institution gets all the information! Please indicate the sessions that you will be attending below:

### Thursday Breakouts (Novice Slope):

- \_\_\_ SBA Lending 101 (9:00-10:15) *Basic discussion of SBA loan program eligibility and underwriting criteria.*, NOTE: Excellent for new SBA lenders and other economic development professionals!
- \_\_\_ *NEW!* SBA Lending 102 (10:45-12:00) *Discussion of SBA loan program delivery methods and recent policy updates.* NOTE: Excellent for both new SBA lenders and refresher for seasoned SBA lenders
- \_\_\_ Staying In"Form"ed on SBA Application Documents (2:00-3:15) *What's a 4506 and when is it needed? Who signs the 1846 Logging Form? A Former SBA District Counsel and bank attorney will discuss all of the documentation required to apply for an SBA loan and when and how to execute and complete forms properly.* Note: Excellent for documentation personnel and underwriters!
- \_\_\_ Effective SBA Loan Closings & Documentation (3:45-5:00) *A leading SBA Closing Attorney and SBA District Counsel will discuss SBA closing documentation requirements, legal issues, and closing procedures to ensure that your SBA guaranties remain intact.* NOTE: Excellent for bank documentation and loan review personnel and individuals involved in the closing process!

### Thursday Breakouts (Intermediate Slope – 504 Lending Track)

- \_\_\_ 504 Basics (9:00-10:15) *CDC and Bank lenders will discuss how to identify projects suitable for financing under the SBA 504 program and basic SBA SBA eligibility parameters along with an update on recent changes to the 504 program .*
- \_\_\_ 504 From Beginning to End (10:45-12:00) *CDC representatives will address the 504 program from a process perspective to provide lead lenders with insights on the application, underwriting, approval, funding and servicing of 504 loans.*
- \_\_\_ Closing the Deal (2:00-3:15) *Experienced 504 closing attorneys will discuss the documentation and process for closing SBA 504 loans and how Bank lenders can ensure that their 504 projects are properly documented for fast and easy closings.*
- \_\_\_ A Secondary Consideration! (3:45-5:00) *Don't let the title of this session mislead you, there is an active secondary market for SBA 504 first mortgages. Learn how to sell or co-originate your 504 first mortgages to earn significant premiums and/or deal with property type constraints, legal lending limits, and or portfolio concentration issues.*

### Thursday Breakouts (Cross-Country)

- \_\_\_ Disaster Planning & Business Recovery (9:00-10:15) *Sadly, this is a topic that really hits home this year following the devastating flood damages that many small businesses and bank customers experienced this fall. Experts from FEMA and SBA's disaster center will share methods for businesses to be proactive in disaster contingency planning and what to do from a business perspective when a natural disaster strikes.*
- \_\_\_ The Quirks of Quickbooks (10:45-12:00) *Quickbooks has become the standard for internal bookkeeping for small businesses today, but can present risks for lenders when used for loan underwriting purposes. A Quickbooks accounting expert will share insights on the limitations and "quirks" of Quickbooks that anyone interpreting Quickbooks financial statements should know.*
- \_\_\_ The State of State Financing Programs in PA (2:00-3:15) *Representatives from the PA Department of Banking and PA Department of Community & Economic Development will discuss the Governor's stimulus package for economic development in the Commonwealth and the introduction of new financing programs and enhancements to existing programs.*
- \_\_\_ How Lean Are You? (3:45-5:00) *Representatives from the Center for Operational Excellence at St. Vincent College will discuss the concepts of lean lean manufacturing, and how to assist your manufacturing clients in becoming more efficient and more profitable!*

## 10<sup>th</sup> Annual 2005 Quality Circle Registration (Cont.)

Name of Attendee: \_\_\_\_\_

Page 3

### Friday Breakouts (Novice Slope):

- \_\_\_\_ Making the Claim – SBA's Guaranty Purchase & Loan Liquidation Process (9:00am-12:30pm) *SBA loan liquidation officers from SBA's new liquidation center in Herndon, Virginia will discuss SBA's new lender liquidation and guaranty purchase requirements for defaulted loans, and how to ensure that your claims are processed by SBA quickly and efficiently.*

### Friday Breakouts (Intermediate Slope – SBA Caplines Track):

- \_\_\_\_ SBA Contract Financing (9:00- 10:30) *SBA representatives and bankers explain SBA's Contract loan and Builder's Capline programs and how to make them work for your bank and your customers.*
- \_\_\_\_ Covering Your Assets (11:00-12:30) *Did you know SBA can guaranty 75% of an Asset Based line of credit? This workshop will help you learn how to include SBA in your borrowing base formula for working capital lines, and help mitigate the risk of asset based lending.*

### Friday Breakouts (Cross-Country):

- \_\_\_\_ Carl's in Charge (9:00- 10:30) *Not to be confused with the 80's television sitcom, this session will provide an opportunity for SBA lenders and resource partners to meet with new SBA District Director, Carl Knoblock and understand his vision for the SBA in Western Pennsylvania and provide feedback on how SBA can better serve you in your role as a resource partner.*
- \_\_\_\_ Buying Into Business Acquisition Financing (11:00- 12:30) *For those of you who didn't have the opportunity to attend on of our WPASGL Business Acquisition seminars last fall, we are bringing it back in a condensed version. Business brokers, lenders and attorneys will discuss the key issues to be addressed in business purchases and business acquisition financing.*

This registration form may be copied for multiple attendees. Once your registration payment is received, you will be sent a formal agenda. A tentative agenda (subject to change) is attached. We would greatly appreciate it if you would reply as soon as possible by e-mailing or faxing your reservation form and mailing check(s) by February 28, 2005 to:

WPASGL  
c/o Vicki Steinbugl  
1000 Ashbury Lane  
Duncansville, PA 16635  
Phone: (814)696-0742  
Fax: (814)693-1903  
E-mail: [v4713@aol.com](mailto:v4713@aol.com)

P.S.: A Resource Room will be available for small business resource partners, lender service providers and economic development organizations. Please contact Joe Wojtowicz of the WPASGL at (330)544-5865 or [joe.wojtowicz@cit.com](mailto:joe.wojtowicz@cit.com) if you would like to display materials in the resource room. Additional information for Exhibitors is also available on the WPASGL website at [www.wpasgl.org](http://www.wpasgl.org).

For more information about the conference and other WPASGL activities, please visit our new website at [www.wpasgl.org](http://www.wpasgl.org) Please share this notice with others in your institution who may be interested in attending the conference or learning more about SBA lending. See you all in the mountains!



DRAFT AGENDA  
**2005 Quality Circle**  
**Seven Springs Mountain Resort**  
**March 10 & 11, 2005**

**THURSDAY, MARCH 10**

8:00am- 5:00pm	<b>Resource Room</b> ( <i>Seasons Room</i> )
8:00am – 9:00am	<b>Registration/Refreshments</b> ( <i>Seasons Room</i> )
9:00am – 10:15am	<b>Breakout Sessions</b> ( <i>Sunburst, Snowflake &amp; Dupre Rooms</i> )
10:15am - 10:45am	<b>Break/Refreshments</b> ( <i>Seasons Room</i> )
10:45am – 12:00	<b>Breakout Sessions</b> ( <i>Sunburst, Snowflake &amp; Dupre Rooms</i> )
12:00 – 2:00pm	<b>Conference Welcome</b> ( <i>Convention Hall</i> ) <i>WPASGL Board &amp; SBA Pittsburgh District Office</i> <b>Lunch</b> ( <i>Convention Hall</i> ) <b>Lender Resource Presentations</b> ( <i>Convention Hall</i> ) <b>Lender Resource Fair</b> ( <i>Seasons Room</i> )
2:00pm – 3:15pm	<b>Breakout Sessions</b> ( <i>Sunburst, Snowflake &amp; Dupre Rooms</i> )
3:15pm - 3:45pm	<b>Break/Refreshments</b> ( <i>Seasons Room</i> )
3:45pm – 5:00pm	<b>Breakout Sessions</b> ( <i>Sunburst, Snowflake &amp; Dupre Rooms</i> )
6:00pm – 8:00pm	<b>Bowling</b> ( <i>Seven Springs Bowling Alley</i> )
8:00pm-???	<b>Lender’s Party (A Quality Circle Tradition!)</b> ( <i>Matterhorn Lounge</i> ) <i>Open Bar w/ hor’s devours and Dessert Bar featuring live entertainment, DJ and Dancing from 8:00 to ?? . Also new this year, casino games from 8:00-10:00pm.</i>

**Thursday Breakouts**

**Novice**

9:00am – 10:15	<b>SBA 101</b> ( <i>Sunburst Room</i> ) <i>presented by SBA Pittsburgh D.O.</i>
10:45am – 12:00	<b>SBA 102 (NEW!)</b> ( <i>Sunburst Room</i> ) <i>presented by SBA Pittsburgh D.O.</i>
2:00pm – 3:15pm	<b>Staying In”Formed” on SBA Application Documents</b> ( <i>Sunburst Room</i> ) <i>presented by Michael Scott, Enterprise Bank</i>
3:45pm – 5:00pm	<b>Effective SBA Loan Closings &amp; Documentation</b> ( <i>Sunburst Room</i> ) <i>presented by Scott Kennedy, Hergenroeder, Rega &amp; Sommer</i>

**Intermediate**

9:00am – 10:15am	<b>504 Basics</b> ( <i>Snowflake Room</i> )
10:45am – 12:00	<b>504 From Beginning to End</b> ( <i>Snowflake Room</i> )
2:00pm – 3:15pm	<b>Closing the Deal</b> ( <i>Snowflake Room</i> ) <i>presented by Hergenroeder, Rega &amp; Sommer, LLC</i>
3:45pm – 5:00pm	<b>A Secondary Consideration!</b> ( <i>Snowflake Room</i> ) <i>presented by Secondary Market Panel</i>

**Cross-Country**

9:00am – 10:15am	<b>Disaster Planning &amp; Business Recovery</b> ( <i>Dupre Room</i> ) <i>presented by FEMA and SBA Disaster Center.</i>
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10:45am – 12:00	<b>The Quirks of Quickbooks</b> ( <i>Dupre Room</i> ) <i>presented by Edwards,Sauer &amp; Owens</i>
2:00pm – 3:15pm	<b>The State of State Financing Programs in Pennsylvania</b> ( <i>Dupre Room</i> ) <i>presented by PA Department of Banking &amp; PA Department of Community &amp; Economic Developments</i>
3:45pm – 5:00pm	<b>How Lean Are You?</b> ( <i>Dupre Room</i> ) <i>presented by St. Vincent Center for Operational Excellence</i>

***FRIDAY, MARCH 11***

8:00am- 2:30pm	<b>Resource Room</b> ( <i>Seasons Room</i> )
8:00am – 8:30am	<b>Registration/Refreshments</b> ( <i>Seasons Room</i> )
9:00am – 10:30am	<b>Breakout Sessions</b> ( <i>Sunburst &amp; Snowflake Rooms</i> )
10:30am - 11:00am	<b>Break/Refreshments</b> ( <i>Seasons Room</i> )
11:00am – 12:30pm	<b>Breakout Sessions</b> ( <i>Sunburst &amp; Snowflake Rooms</i> )
12:30pm – 2:00pm	<b>Lunch &amp; Lender Awards Program &amp; Guest Prize Giveaways</b> ( <i>Alpine Room</i> )
2:00pm – 2:30pm	<b>Conference WrapUp/Door Prizes</b>

**Friday Breakouts**

**Novice**

9:00am– 12:30pm	<b>Making the Claim – SBA’s Guaranty Purchase 7 Loan Liquidation Process</b> <i>Presented by SBA Herndon Liquidation Center (Sunburst)</i>
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**Intermediate**

9:00am – 10:30am	<b>SBA Contract Financing</b> ( <i>Snowflake Room</i> ) <i>presented by SBA Pittsburgh District Office</i>
11:00am – 12:30pm	<b>Covering Your Assets</b> ( <i>Snowflake Room</i> ) <i>presented by SBA Pittsburgh District Office</i>

**Cross-Country**

9:00am – 10:30am	<b>Carl’s In Charge</b> ( <i>Dupre Room</i> ) <i>presented by Carl Knoblock, SBA District Director</i>
11:00am – 12:30pm	<b>Buying Into Business Acquisition Financing</b> ( <i>Dupre Room</i> )

## Online SBA Loan Training

The West Virginia District Office is providing bi-monthly online loan training titled, "Everything You Wanted To Know About SBA Lending But Were Afraid To Ask!"

The training provides you the opportunity to learn about SBA's loan programs without leaving the comfort of your office. The training, conducted by West Virginia District Office staff members, also provides a forum for questions about SBA's loan programs. Be it 7(a), LowDoc, SBAExpress, CAPLine, Export Working Capital, International Trade, 504 or Microloan programs, our staff is ready and able to answer any questions or concerns you may have.

The program utilizes the ReadyTalk conferencing system which allows participants access to training via the telephone and Internet. There is **no cost** or **no pre-registration** required to participate.

The training is held on the first and third Wednesday of each month, beginning promptly at 1:00 p.m.

To access the audio portion of the training, you must call 1-866-740-1260 then enter the access code 3039002 when prompted. To join the Web-Conference portion of the training, access ReadyTalk at [www.readytalk.com](http://www.readytalk.com) then select "Join a Conference," and enter the same access code as above when prompted. First time participants can test their browser compatibility prior to the call by accessing [www.readytalk.com/test.html](http://www.readytalk.com/test.html). If you only have access to a telephone, you can still participate in the audio portion of the program. Those who only logon to the Internet will **not** hear the audio portion of the program

**Please Note:** If you have only one telephone line which limits your access to the Internet portion of the program, you may contact Naomi Bassel via email at [Naomi.bassel@sba.gov](mailto:Naomi.bassel@sba.gov) prior to the program and she will see that you get a copy of the slide presentation. **Be sure** to specify what format you would like the slides, either *Microsoft PowerPoint* or *Adobe PDF*. Please contact Naomi at (304) 623-5631, ext. 225 if you have questions or need assistance. You may also contact Naomi with suggestions and topics you would like covered or incorporate in the training program.

Please join us as we help dispel the myths and rumors of SBA lending and familiarize you with SBA's various lending programs!

## The 504 Loan Program: A Valuable Tool for Fixed Asset Financing

For those not familiar with the 504 loan program, here's a brief overview, and for those of you with some familiarity of the program, here's a little refresher.

The 504 loan program provides long-term fixed-rate financing to small businesses at favorable rates as a means to foster economic development and create or preserve jobs.

Lenders can mitigate credit risk (50 percent LTV), make larger loans, retain commercial-account relationships while participating in long-term financing. Lenders can also sell their first mortgage portion on a very active secondary market. These are just a few of the benefits of the program.

The 504 program minimizes the equity, required for the acquisition of real estate or equipment. Most

projects require only a 10 percent equity injection from the borrower. However, start-up ventures or projects involving single purpose assets require an additional 5 percent injection. If the project involves both a start-up and a single purpose asset, the minimum equity contribution is 20 percent.

The SBA portion of the financing package is fully amortized over 20 years for real estate and 10 years for equipment. The interest rate is set at the time of debenture sale after completion of the project. Rates are fixed for the life of the loan and are generally below market rate. A typical 504 project includes:

- A loan secured with a senior lien position on project assets from a private-sector lender covering up to 50 percent of the project costs;
- A loan secured with a junior lien on project assets from a Certified Development Company covering up to 40 percent of project costs; and
- The borrower's minimum equity injection, usually 10 percent.

SBA's 504 loan program recently raised the regular debenture limit to \$1.5 million from the previous \$1 million; the limit for public policy loans from \$1.3 million to \$2 million and added a new category for manufacturers with a \$4 million debenture limit.

The SBA's 504 loan program is administered by Certified Development Companies. There are two CDCs in West Virginia and they both do business throughout the state. For more information on the 504 loan program, call or email David Manley ([david.manley@sba.gov](mailto:david.manley@sba.gov)) at (304) 623-5631, ext. 233 or Roger Britton ([roger.britton@sba.gov](mailto:roger.britton@sba.gov)) at (304) 623-5631, ext. 226.



## **SBA Loan Program Changes**

On Dec. 9, 2004, the President signed the FY 2005 Consolidated Appropriations Act making more than \$21 billion available to small businesses through the SBA's two main loan programs as part of a reauthorization of the agency's programs.

The SBA's flagship 7(a) Loan Guaranty Program was boosted to a \$16 billion level, \$3.5 billion above what the program provided last fiscal year, when a record \$12.55 billion in financing was made to small business. Additionally, the loan guaranty amount increased from \$1 million to \$1.5 million and the program will now operate without a congressional appropriation meaning that the program will be self-supported through modest fees paid by lenders and borrowers. To enable the program to meet a level of self-sufficiency, the 7(a) annual lender fee was set at .55 percent and a .25 percent 7(a) guaranty fee of the guaranteed portion of a loan over \$1 million was reestablished.

An additional enhancement to the 7(a) program was Congress' action to make the popular *SBAExpress* program permanent, and to raise the maximum loan amount from \$250,000 to \$350,000 with a 50 percent guaranty.

An overview of the key changes and other SBA key information can be found on the WV District web site at [www.sba.gov/wv](http://www.sba.gov/wv). Just select the Key SBA Information located under Resources.

Please feel free to contact Dave Manley ([david.manley@sba.gov](mailto:david.manley@sba.gov)) or Roger Britton ([roger.britton@sba.gov](mailto:roger.britton@sba.gov)) at 304-623-5631, ext. 233 and 226 respectively if you have loan questions.

## **Lender Lunch & Learn**

The West Virginia Small Business Development Center is hosting a series of "Lender Lunch & Learn" sessions at various subcenters located throughout the state. The SBDC is providing A lunch during the seminar which provides information about recent SBA program changes, as well as SBDC services.

The agenda features an overview of the 504 loan program and recent changes by either a representative from the Regional Economic Development (RED) Partnership in Wheeling, or the West Virginia Certified Development Corporation in Charleston. SBA staff are scheduled to provide an overview of Dec. 9, 2004, changes to the 7(a) loan program. Information about the *SBAExpress*, LowDoc, CapLine, and other loan programs is planned. The SBDC counselors are also reviewing their counseling services and loan packaging services.

The sessions begins promptly at 11:30 a.m. and runs until approximately 2:00 p.m. To register and for additional information, contact the SBDC in your area at the number listed below.

March 15 – Charleston - 558-2960

March 17 – Moorefield – 434-8000

March 22 – Fairmont – 367-4920

April 8 – Beckley – 255-4022

April 14 – Parkersburg – 424-8277

April 21 – Summersville – 872-0020

April 28 – Wheeling – 233-5900x4355

May 4 – Elkins – 637-7205

May 18 – Flatwoods – 765-7300

May 20 – Huntington – 696-6246

June 1 – Logan – 792-7234x27

June 2 – Welch – 448-2118x240

June 7 – Morgantown – 293-5839

## **Small Business Resource Guides Available**

We are fortunate in the state of West Virginia to have a wealth of resources available to small business owners. The West Virginia District Office has brought those resources together in our Small Business Resource Guide, a "One-Stop" resource for entrepreneurs wanting to start or grow a business.

The 2005 Guide provides an overview of SBA programs and services. It is an excellent reference tool, addressing many areas of small business development as well as key contact information for major state and local organizations and agencies that are available to assist prospective small business entrepreneurs as they start and develop their business.

To request copies, contact Barbara Carder at the WV District Office at 1-800-767-8052, ext. 8 then ext. 222 or by email at [wvinfo@sba.gov](mailto:wvinfo@sba.gov).

## **Small Business Week 2005**

Plans are underway to recognize West Virginia's 2005 Small Business Week award recipients at our annual awards banquet the evening of May 12. The banquet will again be held in conjunction with the West Virginia Conference on Entrepreneurship at the Charleston Marriott.

Registration information and a listing of the award winners will soon be released. Please visit the West Virginia District Office web site at [www.sba.gov/wv](http://www.sba.gov/wv) for additional information or email us at [wvinfo@sba.gov](mailto:wvinfo@sba.gov). For information on the West Virginia Conference on Entrepreneurship, visit their site at [www.wvcoe.com](http://www.wvcoe.com).